

# UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

## National Procedure Checklist No. 2530

### Field Office Distribution

Notices are available on the Internet at <http://www.fsa.usda.gov/notices>. Handbooks are available on the Electronic Distribution Handbook and Notice Print Files page at [http://fsaintranet.sc.egov.usda.gov/dam/handbooks/eds\\_index.htm](http://fsaintranet.sc.egov.usda.gov/dam/handbooks/eds_index.htm) for EDS locations to access for local printing and distributing. To inquire about the transmission of directives, call the Management Analysis and Directives Section at 202-690-0594.

### National Office Distribution

Notices are available on the Internet. Handbooks are printed and distributed to the National Office. Handbooks are also available in portable document format (PDF) on the FSA Intranet at <http://fsaintranet.sc.egov.usda.gov/fsa/>.

### Temporary Directives

Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
AO-1614 1-16-15	Mandatory Collateral Duty Special Emphasis Program Coordinator (CDSEPC) Training for State Employees	FSA SED's and CDSEPC's
FI-3230 1-12-15	Entering Multiple Rates in the Lease and Reimbursable Agreement Tracking (LRAT) System	State Office Employees Working in LRAT
FLP-696 1-13-15	FLP Continuing Education	State and County Offices
MPP-7 1-13-15	Margin Protection Program for Dairy Producers (MPP-Dairy) Minimum Balance Due Reminder Letter	State and County Offices
SEM-43 1-12-15	FSA Emergency Incident and Weather Related Reporting Requirements	State and County Offices

### Permanent Directives

None.

### Obsolete Directives

None.

## National Procedure Checklist No. 2530 (Continued)

### Procedure Notices

None.

### Forms

Users can access the weekly checklist for forms at the FFAS Employee Forms\Publications Online Website at <http://fsaintranet.sc.egov.usda.gov/dam/ffasforms/Actionlist.asp>.

Forms actions are recorded daily in the Forms Management Database which controls the FFAS Employee Forms site. Changed or new data about forms is added to the database daily and may be viewed at the URL listed above, or users may view a weekly compilation of activity by viewing the most recent checklist. If you have problems using this site or accessing the information, contact Angela Coln, Section Head, Forms and Graphics Section by telephone at 202-690-3798 or e-mail to [angela.coln@wdc.usda.gov](mailto:angela.coln@wdc.usda.gov).